

Onbase Online

Instructions

To log into Onbase Online, it is the same username and password that you use for our VMware program. Please put the following internet address into your web browser (**Internet Explorer**) to get to our Onbase site. <https://forms.duchesne.utah.gov/WebClient/Login.aspx>

When you are asked for your username, you need to put DCAO\Username in order to log in. If you are using a new account or have had your password reset, the temporary password will need to be updated in VMware before you'll be able to access Onbase through your web browser. If you have any questions with set up give us a call at 435-738-1137.